

## Master records

## Notification of lost or stolen controlled documents

The inspecting organisation must notify the NZ Police and the NZ Transport Agency immediately controlled documents (eg labels, certification plates and certificates) are lost or stolen.

Complete this form and return it to:

Vehicle Inspections  
NZ Transport Agency  
Private Bag 11 777, Palmerston North 4442

Freephone 0800 587 287, Fax 06 953 6282

Date \_\_\_\_\_ Authority number \_\_\_\_\_

Trading name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

### Details of lost or stolen controlled documents

Specify lost or stolen controlled documents	Serial numbers missing	
	From	To

Date when items noticed missing \_\_\_\_\_

Date Police notified \_\_\_\_\_

Reason for disappearance \_\_\_\_\_

Security of controlled documents prior to disappearance \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Inspecting organisation principal

Signature

\_\_\_\_\_

\_\_\_\_\_

*Name in capitals*